

**BY ORDER OF THE SECRETARY OF THE
AIR FORCE**

AIR FORCE INSTRUCTION 32-7065

13 JUNE 1994

Civil Engineering

CULTURAL RESOURCES MANAGEMENT



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: HQ USAF/CEVP (Lt Col Tom Lillie)

Certified by: HQ USAF/CEV
(Mr David C. Van Gasbeck)

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This instruction implements AFD 32-70, *Environmental Quality*, and DoD Directive 4710.1, *Archaeological and Historic Resources Management*, June 21, 1984. It sets guidelines for protecting and managing cultural resources in the United States and US territories and possessions. Use this guidance with applicable Federal, state, and local standards for cultural resources. For installations overseas, use AFI 32-7006, *Environmental Program in Foreign Countries*. See **Attachment 1** for definitions of terms used in this instruction.

Chapter 1

HOW TO USE THIS INSTRUCTION

1.1. Background. Use these procedures to comply with applicable Federal, state, and local standards for cultural resources. If state and local compliance requirements are more protective, follow the more protective standard. See **Attachment 5** for applicable Federal standards and related authorities.

1.2. Concept:

1.2.1. This instruction does not duplicate Federal, state, and local standards. It provides a framework to help major commands (MAJCOM) and installations comply with the requirements of AFD 32-70.

1.2.2. The guidelines in this instruction allow MAJCOMs and installations flexibility in complying with cultural resource standards by separating responsibilities and basic actions.

1.2.3. MAJCOM two-letter offices must identify all necessary implementing guidance in their supplemental publications to this instruction. The MAJCOM supplement must:

- Identify the specific "actors" who have implementing responsibility.
- Include "how-to" implementing guidance necessary to comply with this instruction.

1.3. Responsibilities:

1.3.1. The Assistant Secretary of the Air Force for Manpower, Reserve Affairs, Installations and Environment (SAF/MI):

- Designates the Air Force Federal Preservation Officer (FPO).
- Nominates Air Force historic properties to the National Register.
- Provides broad policies for cultural resource compliance.
- Oversees compliance performance throughout the Air Force.
- Serves as the principal representative and advocate for cultural resources compliance with the Office of the Secretary of Defense (OSD) staff, Federal agencies, and the Congress.
- Coordinates Air Force cultural resources compliance with the needs of other services to explore common areas of interest and prevent duplication of effort.

1.3.2. The Civil Engineer, HQ USAF (HQ USAF/CE):

1.3.2.1. Develops and oversees execution of cultural resources policy.

1.3.3. MAJCOMs provide execution guidance and oversee implementation of cultural resource programs at their installations. All references to MAJCOMs in this AFI include the Air National Guard Readiness Center and other agencies that Headquarters US Air Force (HQ USAF) designates as "MAJCOM equivalent."

Chapter 2

COMPLIANCE REQUIREMENTS FOR PROTECTING CULTURAL RESOURCES

2.1. Background. Cultural resources, artifacts, archeological sites, Native American sacred and cultural areas, and historic sites and structures are fragile. All Air Force personnel must take care to avoid harming them. Protect and manage cultural resources to comply with:

- The National Historic Preservation Act (NHPA), as amended.
- The Native American Graves Protection and Repatriation Act (NAGPRA).
- The Archeological Resource Protection Act (ARPA).
- The American Indian Religious Freedom Act (AIRFA).

See **Attachment 2** for guidelines in consulting with Native Americans for program planning and impact assessment.

2.2. Cultural Resources Management Plan (CRMP) Development and Approval:

2.2.1. MAJCOMs maintain a current and approved cultural resources management plan that:

- Assigns responsibilities for recognizing and maintaining cultural resources.
- Contains an inventory and evaluation of all known cultural resources.
- Identifies the likely presence of other significant cultural resources.
- Describes installation strategies for maintaining cultural resources and complying with this instruction and related resource statutes, regulations, policies, and procedures.
- Contains standard operating procedures and action plans that include budget, staffing, and scheduling activities.
- Coordinates with the installation mission.
- Clearly identifies mission impact on cultural resources and resolves such impacts.
- Conforms to local, state, and Federal preservation programs.

See **Attachment 3** for guidelines on preparing a cultural resources management plan.

2.2.2. As part of the cultural resources management plan and according to Archeological Resource Protection Act, Title 16, United States Code (U.S.C.), Section 470iic, MAJCOMs:

- Establish programs to increase public awareness of archeological resources on Air Force lands.
- Provide local guidelines for complying with American Indian Religious Freedom Act and handling of Freedom of Information Act requests.

2.2.3. Installations consult the State Historic Preservation Office, other authorities, and interested parties while developing the cultural resources management plan. Contact the State Historic Preservation Office early to review plans and solicit continuing State Historic Preservation Office involvement throughout the planning process.

2.2.4. The cultural resources management plan is an integral part of the Base Comprehensive Plan (BCP) (see AFI 32-7062, *Base Comprehensive Planning*), which addresses cultural resources. Instal-

lations review and update the cultural resources management plan annually and integrate it into the BCP. MAJCOM approval is to be obtained every 5 years.

2.2.5. Installations with no known cultural resources prepare abbreviated, contingency cultural resources management plans that describe:

- Any cultural surveys performed.
- Contingency plans for undiscovered archeological resources.
- Structures whose historic significance will become clearer through future evaluation.

2.3. Location and Inventory:

2.3.1. MAJCOMs establish a comprehensive program for locating, inventorying, and nominating cultural resources for listing in the National Register of Historic Places (National Register) to comply with section 110(a)2 of National Historic Preservation Act. **ATTACHMENT 4** is a flowchart of Section 106 compliance for Air Force Projects.

2.3.2. Installations conduct field surveys using *The Secretary of Interior's Standards for Identification*.

2.3.2.1. After identifying and determining the eligibility of a cultural resource, nominate the resource for listing in the National Register within 24 months.

2.3.2.2. Incorporate the results of the surveys into the cultural resources management plan and forward to the State Historic Preservation Office.

2.3.2.3. Add the inventory information to the existing installation inventory database.

2.3.3. Installations must balance public participation against security requirements for cultural resources (see section 304 of National Historic Preservation Act). Organize reports to provide descriptive information but do not disclose the location.

2.3.4. Section 106 of the National Historic Preservation Act requires project specific identification of cultural resources. Project proponents identify all National Register listed or eligible properties in a projects area of potential effect (APE) pursuant to Title 36, Code of Federal Regulations (CFR), Part 800, current edition.

2.4. Protective Measures:

2.4.1. To protect cultural resources, installations:

- Avoid adverse effects from Air Force undertakings.
- Maintain structures to prevent deterioration.
- Illustrate, photograph, or otherwise establish historical records of structures before significantly altering or destroying them. Follow Department of Interior standards.
- Recover data of archeological significance.
- Limit public access to prevent destroying or damaging historic properties and sites.
- Limit the publishing of archeological site locations.
- Implement education and public awareness programs.

2.4.2. To avoid adverse effects, installations:

- Identify cultural resources.
- Consult with the State Historic Preservation Office.
- Use the cultural resources management plan.

2.4.2.1. A project may proceed if conducted according to an existing agreement.

2.5. Rehabilitating, Maintaining, and Demolishing Historic Properties:

2.5.1. Installations coordinate with the State Historic Preservation Office and the Advisory Council on Historic Preservation pursuant to 36 CFR 800, early in project planning to reduce conflicts and delays due to unforeseen requirements.

2.5.2. When modifying or demolishing additional historic properties for mission requirements, first consult the State Historic Preservation Office and assess the effect.

2.5.3. Use historic structures before acquiring, constructing, or leasing other buildings.

2.5.4. Use the guidelines for rehabilitating and maintaining historic properties found in:

- *The Secretary of the Interior's Standards for Historic Preservation Projects* (36 CFR 68).
- *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* (36 CFR 67).

2.6. Disposing of Historic Properties:

2.6.1. The Air Force Base Conversion Agency (AFBCA):

- Acts for the General Services Agency (GSA) in base closure actions.
- Ensures that properties eligible for or listed in the National Register are not inadvertently transferred, sold, altered, or demolished (see AFI 32-9004, *Disposal of Real Property*, for procedures for disposing of historic real property).
- Transfers or disposes of National Register listed or eligible properties only after consulting with the State Historic Preservation Office and the Advisory Council on Historic Preservation pursuant to 36 CFR Part 800. Disposal will not have an adverse effect on the property if protective covenants, agreed to by the Advisory Council on Historic Preservation, are included in the conveyance document.

2.6.1.1. New owners of National Register properties must follow the Secretary of the Interior's Standards in 36 CFR 68.

2.7. Projects:

2.7.1. Projects where other Federal agencies work with the Air Force as the lead agency, the Air Force has responsibility to comply with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act.

2.7.2. Pursuant to 36 CFR 800, MAJCOMs evaluate and mitigate adverse effects on cultural resources that might result from projects undertaken directly by the Air Force, permitted by the Air Force, or otherwise assisted or authorized by the Air Force. When evaluating a project, consider the:

- Effects on historic or archaeological resources.
- Ability to mitigate adverse effects.

- Availability of environmental and economic options.
- Project's compatibility with the Air Force's long-range interests.

2.8. Discovering Resources During Construction:

2.8.1. The cultural resources management plan, pertinent agreements, and MOA set guidelines for managing cultural resources that installations discover during construction.

2.8.2. For archeological finds:

- Contact the Departmental Consulting Archeologist, Archaeology Assistance Division, National Park Service, Washington DC 20013-7127, to determine the significance of the resources and what mitigation measures to take.
- Comply with provisions governing discoveries in 36 CFR 800.
- Immediately stop any excavations that discover Native American human remains or cultural items.
- Notify the FPO, HQ USAF/CE, and the appropriate Native American group.
- Comply with the Native American Graves Protection and Repatriation Act of 1990 (NAG-PRA) (25 U.S.C. 3001 through 3013).

2.9. Waivers and Exemptions:

2.9.1. The Secretary of the Air Force may waive all or part of the Air Force's responsibilities on a particular project under 36 CFR 78 if the Secretary determines that an imminent threat of a major natural disaster or threat to national security exists.

2.9.1.1. Never delay an emergency action to preserve human life or property to comply with cultural resource preservation requirements.

2.9.1.2. A waiver may not exceed the period of time of the emergency condition.

2.9.1.3. During the waiver period, installations implement all measures to avoid or minimize harm to historic resources per 48 CFR 47716 through 44740, *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*.

2.9.2. MAJCOMs inform HQ USAF/CE and the FPO of the waiver and related actions.

2.9.2.1. The FPO must notify the National Park Service, Advisory Council on Historic Preservation, and State Historic Preservation Offices within 12 days of effecting a waiver per 36 CFR 78.

2.9.3. The Advisory Council on Historic Preservation may exempt Air Force activities from any of National Historic Preservation Act's statutory requirements.

2.9.3.1. MAJCOMs forward requests for exemptions to HQ USAF/CE, including:

- A description of the activity, including its nature, scope, duration, legislative authority, level of appropriation, and potential effects on historic properties.
- The specific provisions of the National Historic Preservation Act that allows the exemption.
- A description of the affected parties.
- An evaluation of the effect of granting the exemption.

2.9.3.2. The FPO forwards requests for exemptions to the Advisory Council on Historic Preservation.

2.9.3.3. The Advisory Council on Historic Preservation advises the Air Force of the appropriate public notice.

2.9.3.4. The process allows a public comment period of at least 30 days.

Chapter 3

DETERMINING ELIGIBILITY AND NOMINATIONS TO THE NATIONAL REGISTER

3.1. Background. MAJCOMs develop systematic programs for nominating eligible properties to the National Register. MAJCOMs need not determine a property's eligibility before nominating it because nominations can serve both purposes.

3.2. World War II Temporary Buildings. Existing documentation covers World War II temporary buildings. MAJCOMs may demolish certain buildings according to a Programmatic Agreement (PA) between the Department of Defense and the Advisory Council on Historic Preservation.

3.2.1. Protect World War II temporary buildings that contribute to historic districts as you would the other buildings within the district boundaries.

3.2.2. The programmatic agreement pertains to demolition only. Installations consult with the State Historic Preservation Office for any actions other than demolition that may affect World War II temporary buildings.

3.3. Determining Eligibility:

3.3.1. Installations determine eligibility according to *The Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*.

3.3.2. In the absence of a determination, protect any property that meets the National Register criteria.

3.3.3. Pursuant to 36 CFR 800, apply the National Register criteria of eligibility (36 CFR 60.4) to all properties within an area of potential effect.

3.3.4. When an eligibility agreement exists, treat the property accordingly.

3.3.5. Have the Keeper of the Register (36 CFR 800. 4 [c][4]) decide eligibility when disagreements occur.

3.4. Nominating Properties to the National Register:

3.4.1. Installations nominate properties individually or using a systematic approach based on surveys, inventories, and cultural resources management plans to develop thematic or District nominations.

3.4.1.1. The Air Force Center for Environmental Excellence (AFCEE) and the State Historic Preservation Office can provide guidelines for systematic approaches.

3.4.1.2. Describe both significant and insignificant architectural qualities, and interior and exterior features on the nomination form.

3.4.2. Installations initiate nominations by using National Register nomination forms obtained from the State Historic Preservation Office or the National Park Service (NPS).

3.4.2.1. Submit completed forms to the State Historic Preservation Office for evaluation.

3.4.2.2. Notify the executive officers (Mayor, Chairman of the Board of Supervisors, and so on) of the county and municipality and give them 45 days to comment.

3.4.3. After the State Historic Preservation Office endorses the nomination, submit nominations and comments through MAJCOM to HQ USAF.

Chapter 4

ASSESSING EFFECTS, CONSULTING WITH EXPERTS, AND PREPARING MEMORANDA OF AGREEMENT

4.1. Background. Installations must identify what effects projects might have on cultural resources.

4.1.1. MOAs specify agreed-on conditions under which certain undertakings may proceed. See section 106 of the National Historic Preservation Act and Advisory Council on Historic Preservation regulations (36 CFR 800.5) for requirements.

4.2. Assessing Effects:

4.2.1. To assess the effects of undertakings on properties that may be eligible for the National Register, installations:

- Consult with the State Historic Preservation Office and other interested persons pursuant to 36 CFR 800.5.
- Document their findings.

4.2.1.1. Assessments may conclude that the project will have:

- No effect.
- No adverse effect.
- An adverse effect.

4.2.1.2. Notify the Advisory Council on Historic Preservation if an undertaking will adversely affect a property (36 CFR 800.5).

4.2.2. Installations consult with the State Historic Preservation Office, Advisory Council on Historic Preservation, and interested persons for any undertaking to avoid, mitigate, or minimize adverse effects.

4.2.2.1. If the State Historic Preservation Office makes a timely objection (within 15 days to an Air Force determination of no effect), continue consultation and apply the criteria for adverse effect.

4.2.2.2. The public may request that the Advisory Council on Historic Preservation review a finding of no effect, normally within 30 days of the public request (36 CFR 800.6[e]).

4.2.2.3. If after evaluation, the Air Force determines that the project will not adversely affect the property, installations obtain agreement from the State Historic Preservation Office and submit the finding and summary information to the Advisory Council on Historic Preservation for a 30-day review.

4.2.2.4. If the Advisory Council on Historic Preservation does not object within 30 days after receiving notice, proceed with the action.

4.2.2.5. When a project affects a National Historic Landmark, the Advisory Council on Historic Preservation participates in all consultations.

4.3. Memoranda of Agreement (MOA):

4.3.1. If an undertaking will have an adverse effect, the installation consults with the State Historic Preservation Office to seek alternatives that would avoid or mitigate the adverse effects. If the consulting parties agree on how to avoid or mitigate adverse effects, the State Historic Preservation Office and MAJCOM prepare an MOA describing how they will carry out the project(36 CFR 800.5[e]). The MAJCOM and FPO review MOAs before the installation executes them.

4.3.2. If the Advisory Council on Historic Preservation does not participate in consultation, the MAJCOM submits the MOA to the Advisory Council on Historic Preservation with appropriate documentation. Within 30 days of receiving the MOA, the Advisory Council on Historic Preservation accepts it or indicates that it will comment on the undertaking. The Advisory Council on Historic Preservation usually provides comments within 60 days after receiving the MOA.

4.3.3. If the consulting parties cannot agree, consultation can be terminated with approval of the MAJCOM. Installations then solicit and forward comments from all interested parties to the FPO for final decision. The FPO requests the final comments of the Advisory Council on Historic Preservation.

4.3.4. When the Advisory Council on Historic Preservation signs or accepts the MOA, installations proceed with the undertaking. Consult the Advisory Council on Historic Preservation on any actions that do not comply with the stipulations of the MOA.

4.3.5. Use programmatic agreements for recurring projects or projects having similar effects. You need not refer actions covered by a programmatic agreement to the Advisory Council on Historic Preservation for comment if you conduct them according to the agreement.

4.4. Coordinating With the National Environmental Policy Act (NEPA):

4.4.1. Combine cultural resource preservation procedures with NEPA requirements (AFI 32-7061, *Environmental Impact Analysis Process*), to fully document the environmental impact with the least effort. Include:

- Inventories.
- Eligibility determinations.
- Effect assessments.
- Consultations.
- Mitigations.

4.4.2. Do not use the Environmental Impact Analysis Process (EIAP) instead of consulting and coordinating with the State Historic Preservation Office under section 106 of the National Historic Preservation Act. You must discuss with the State Historic Preservation Office even those actions categorically excluded from environmental analysis to ensure compliance with section 106.

4.4.3. Findings of No Significant Impact (FONSI) and Records of Decision (ROD) address decisions, mitigations, and other actions that might affect cultural resources.

4.5. Coordinating With the Comprehensive Environmental Response Compensation and Liability Act (CERCLA). Remedial actions must comply with National Historic Preservation Act and Archeological Resource Protection Act by considering how the undertaking will affect cultural resources.

Chapter 5

STATEMENTS OF WORK AND PERMITS

5.1. Statements of Work (SOW). The Air Force authorizing agent must ensure that all contracted work that may affect cultural resources complies with this instruction.

5.1.1. You do not need an Archeological Resource Protection Act permit for archeological services under Air Force contracts.

5.1.2. SOWs and contract performance must satisfy the requirements of the Archeological Resource Protection Act even without a permit.

5.2. Technical Assistance:

5.2.1. You may get technical assistance to prepare statements of works from Air Force Center for Environmental Excellence, other Federal agencies, or the State Historic Preservation Office.

5.2.1.1. The State Historic Preservation Office assists and advises Federal agencies in complying with the National Historic Preservation Act and other cultural resource legislation.

5.2.2. The Army Corps of Engineers (COE) offers four sources of cultural resource assistance:

- The Tri-Services Cultural Resource Research Center (TSCRC), Champaign, IL.
- The Seattle District Army Corps of Engineers Historic Building Preservation Services.
- Army Corps of Engineers district offices.
- Waterways Experiment Station, Vicksburg, MS.

5.2.3. The National Park Service assists in:

- Managing cultural resources.
- Planning.
- Training.
- Processing National Register nominations.

5.2.3.1. Obtain National Park Service assistance through the *Interagency Agreement for Professional and Technical Assistance in Managing and Protecting Cultural Resources* between the Air Force and the National Park Service.

5.2.4. The Advisory Council on Historic Preservation assists in:

- Training.
- Reviewing section 106 processes.
- Consulting on mitigating the impact of an undertaking.
- Preparing agreement documents.

5.3. Archeological Permits:

5.3.1. Installations forward requests for archeological permits to the Air Force Center for Environmental Excellence and the State Historic Preservation Office for comment.

5.3.2. Installations monitor the activities of permit holders to ensure compliance with all stipulations.

5.3.3. Air Force Center for Environmental Excellence maintains a database of all approved permits.

5.4. Disclosure of Information. Archeological Resource Protection Act Section 9a (16 U.S.C. 470hh) and National Historic Preservation Act Section 304 (16 U.S.C. 470w.3) protect information on the nature and location of archeological resources, including disclosure of such information through Freedom of Information Act requests.

5.4.1. If requested by the governor of a state, information may be provided if the governor commits to protecting the confidentiality of the information.

5.4.2. Although regulations prohibit the disclosure of archeological site locations, Archeological Resource Protection Act (16 U.S.C. 470ii) requires you to set up a public awareness program to explain the significance of archeological resources on Air Force lands.

5.5. Archeological Resource Protection Act Violations. Commanders protect archeological resources from vandalism and report potential violations of Archeological Resource Protection Act or the Antiquities Act within 48 hours to appropriate authorities and MAJCOM.

5.5.1. Coordinate responses to Archeological Resource Protection Act violations with the Air Force Center for Environmental Excellence, MAJCOM, State Historic Preservation Office, and the National Park Service.

Chapter 6

DATA RECOVERY

6.1. Data Recovery Programs:

6.1.1. During the National Historic Preservation Act Section 106 process, the Air Force follows guidelines for data recovery according to:

- *The Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation.*
- *The Advisory Council Handbook on Treatment of Archeological Properties.*

6.1.2. MAJCOMs include funding for curation as a line item in the environmental compliance budget, and obtain technical assistance in arranging to donate collections to museums or display collections from:

- Air Force Center for Environmental Excellence.
- State Historic Preservation Office.
- Indian tribal leaders.
- The Archeological Assistance Division (AAD) of the National Park Service.

Chapter 7

CULTURAL RESOURCES BUDGETING

7.1. Funding Sources:

7.1.1. AFI 32-7001, *Environmental Budgeting*, specifies procedures for obtaining cultural resources funding.

7.1.2. Use DD Form 1391, **FY 19__ Military Construction Program**, to justify all projects and AF Form 813, **Request for Environmental Impact Analysis**, for supporting documentation.

7.1.3. Regardless of funding source, installations enter all cultural resources projects and programs into the *Federal Facilities Pollution Abatement Plan* (OMB A-106) and update information as necessary. Use the Work Information Management System--Environmental Subsystem (WIMS-ES) A-106 module for this purpose (see AFI 32-7002, *Environmental Information Management System*).

Chapter 8

CULTURAL RESOURCES INFORMATION

8.1. Database Management. Installations establish a cultural resources management and inventory database to track program progress toward cultural resources management plan goals.

8.1.1. Use the Planning Module of the Work Information Management System--Environmental Sub-system (see AFI 32-7002) for managing the database.

8.2. Cultural Resources Mapping. Installations maintain current maps showing locations of all cultural resources.

8.2.1. Maps must use a scale of 1" = 400'.

8.2.2. Review and update maps annually.

8.3. National Register Properties. Air Force Center for Environmental Excellence maintains:

- A current list of Air Force properties listed in the National Register.
- A current list of Air Force properties eligible for the National Register.

Chapter 9

TRAINING

9.1. Cultural Resource Training. Train all Air Force personnel in cultural resources stewardship at a level commensurate with their responsibilities.

9.1.1. Installations incorporate basic information on cultural resources into newcomer orientation briefings.

9.1.2. Training emphasizes information on preserving cultural resources, such as:

- Building structure.
- Maintaining sites and objects.
- Penalties for disturbing cultural resources.

9.1.3. Conduct periodic reviews at commanders' calls and other forums to reach wide audiences.

9.1.4. Inform personnel who are housed in historic quarters of the historical significance of these buildings and explain any special management needs.

9.2. Command-Level Training. HQ USAF updates curriculum material and instructs personnel for the Environmental Leadership Course for Senior Commanders.

9.2.1. Include cultural topics such as:

- National policies.
- Compliance requirements.
- National Historic Preservation Act Section 106 consultations.
- Unique Air Force cultural resources.
- Cultural Resources Management Plans.

9.2.2. Invite all wing commanders, base civil engineers, and other senior officers on installation and MAJCOM Environmental Protection Committees (EPC) to attend the course.

9.3. Training for Cultural Resources Managers:

9.3.1. Cultural resources managers attend training courses that maintain their professional knowledge of changes in:

- Programs.
- Legislative amendments.
- Policies affecting installation cultural resources management.

9.3.2. Installations identify funding requirements for training in the Environmental Compliance Operations and Services (EC O&S) budget.

9.3.3. The Air Force urges installation cultural resources managers to attend training courses conducted by the Department of Defense, Advisory Council on Historic Preservation, National Park Service, and other agencies.

9.4. Building Maintenance Personnel. Installation cultural resource managers coordinate training for building maintenance personnel to learn maintenance and repair procedures, and how the cultural resources management program affects their work.

JAMES E. McCARTHY,, Maj General, USAF
The Civil Engineer

Attachment 1

TERMS

Terms

Adverse Effect—Changes that may diminish a historic property’s integrity in terms of location, design, setting, materials, workmanship, feeling, or association. Adverse effects on historic properties include:

- Physical destruction, damage, or alteration of all or part of the property.
- Isolating the property from or altering the character of the property's setting when that character helps qualify the property for the National Register.
- Introducing visual, audible, or atmospheric elements out of character with the property or that alter its setting.
- Neglect of a property that results in its deterioration or destruction.
- Transfer, lease, or sale of the property.

Advisory Council on Historic Preservation (Advisory Council)—Established by Title II of the National Historic Preservation Act to:

- Advise the President and the Congress.
- Encourage private and public interest in historic preservation.
- Comment on Federal agency actions under Section 106 of the National Historic Preservation Act.

American Anthropological Association—Professional association founded in 1902 to unite American anthropologists in a national organization. The association represents all fields of anthropology and serves as a forum for communicating and promoting anthropology.

Archeological Permit—A legal authorization from the Archeological Resources Protection Act to conduct an archeological survey or investigation including surface collecting or subsurface testing on Federal land. The Air Force issues such permits for archeological activities that take place on Air Force controlled land. Federal employees or contractors do not need this permit because the statement of work provides the same information as the permit.

Assessment of Effect—A process to determine if an undertaking might affect the qualities of a property that make it eligible for the National Register. Installation commanders make the assessment in consultation with the State Historic Preservation Office.

Burial—Any natural or prepared physical location, below, on, or above the ground surface, into which human remains are placed as part of a death rite or ceremony. Includes nonarticulated reinterments.

Clan—A social unit in a tribe consisting of families or households claiming descent from a common ancestor.

Consultation—A process initiated by the installation commander in which the commander confers with the State Historic Preservation Office to reduce or avoid adverse effects on historic properties. The Advisory Council on Historic Preservation and certain interested persons may participate as consulting parties.

Cultural Patrimony—Objects with ongoing historical, traditional, or cultural importance central to a Native American group. You may not give such objects to an individual regardless if the individual

belongs to a Native American group.

Cultural Resource—Any historic, archeological, and Native American properties of interest or artifacts.

Data Recovery—Systematically collecting and preserving the scientific, prehistoric, historic, or archeological information or artifacts that give research or information value to an historic property, including:

- Archeological research producing descriptive and theoretical articles.
- Study collections of artifacts and other materials.
- Architectural or engineering studies resulting in measured drawings or photography.
- Historical or anthropological studies for understanding historic properties.
- Relocation of properties to preserve their data value.

Determination of Eligibility—A process to determine if a property is eligible for the National Register of Historic Places. National Register of Historic Places allows 10 or 45-day determinations. An eligible property receives the same treatment as a registered property pending completion of the nominating process.

Effect—The results of an undertaking that modify those characteristics of a property that might qualify the property for the National Register including changes to: a property's location, setting, or site. See also Adverse Effect.

Ethnography—The descriptive and analytical study of the culture of living groups or communities. An ethnographer seeks to understand a community by interviewing its members or living within it as a participant observer.

Ethnohistory—An ethnographic study of historical data, including documentary and oral history.

Federal Historic Preservation Officer (FPO)—The person who coordinates the agency's activities under the National Historic Preservation Act and Executive Order 11593, including nominating agency properties for the National Register. SAF/MIQ is the Air Force FPO.

Historic Preservation—Managing historic resources, including any of these activities:

- Identifying and evaluating sites and properties.
- Recording and documenting resources.
- Restoring and maintaining historic sites and buildings.

Historic Property—Physical remains of any prehistoric or historic district, site, building, structure, or object significant in American history, architecture, archeology, engineering, or culture that is in or is eligible for the National Register. Historic properties include related artifacts, records, and remains.

Installation Commander—The senior commanding officer or designee at an installation.

Inventory—One or more databases identifying and evaluating cultural resources.

Memorandum of Agreement (MOA)—An agreement involving an installation, the Advisory Council on Historic Preservation, and the State Historic Preservation Office specifying how the installation or agency will manage an activity or historic property. An agreement typically identifies legal requirements, responsibilities, historic features, protection measures, and coordinating mechanisms.

Mitigation—Lessening the adverse effects to historic properties and resources, including:

- Limiting project scope.
- Repairing property.
- Recovering and recording data from such properties that a project might damage or destroy.
- Canceling, redesigning, or relocating a project.
- Reducing or eliminating project effects by preserving and maintaining properties.
- Substituting resources or compensating for project effects on objects or the environment.

National Register of Historic Places (National Register)—The register of districts, sites, buildings, structures, and objects of national, state, or local significance in American history, architecture, archeology, or culture that the Secretary of the Interior, National Park Service, maintains.

National Register Resource Classifications—Classifications are:

- *Historic Building*--A historically significant structure to shelter human activity, including all structures in an historically related complex.
- *Historic District*--A geographic area with a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united by past events, plan, or physical development. A district may comprise individual elements separated geographically but linked by association.
- *Historic Object*--An object that has functional, aesthetic, cultural, historical, or scientific value by nature or design. Historic objects are movable but linked to a specific setting or environment, for example historic aircraft.
- *Historic Site*--The location of a significant historic or prehistoric event, occupation, or activity. An historic site retains historic or archeological value regardless of any existing structure.
- *Historic Structure*--An historically significant work consisting of interdependent and interrelated parts in a definite pattern, such as a bridge.

Native American Cultural Items—Native American tribal objects, including:

- Artifacts, including funerary, sacred, and ceremonial objects.
- Human remains.
- Objects with continuing historical, traditional, or cultural significance.

Nominate—To complete and submit National Park Service forms proposing a resource for inclusion in the National Register. You may nominate individual resources, multiple resources, or thematic groups. See 36 CFR 60. Definitions are:

- An Individual Resource Nomination consists of a specific building, structure, site, or object.
- A Multiple Resource Nomination includes all or a portion of the historic resources in a geographical area based on a comprehensive interdisciplinary survey to identify all resources of historical, architectural, and archeological significance.
- A Thematic Group Nomination includes a set group of clearly related resources that may or may not share a common location. Resources may be linked by building type or use, designed by a single architect, constructed during a single architectural period, or related to a single historical event.

Pan-Tribal Group—A group of Native Americans including representatives from a number of tribes; for example, associations of nonreservation Indians, Indian advocacy groups, and economic or political

development committees.

Programmatic Agreement (PA)—A document similar to an MOA to manage recurring or similar projects. A programmatic agreement allows an agency to benefit from Advisory Council on Historic Preservation consultations while eliminating the need to refer individual actions that adhere to the agreement to the Advisory Council on Historic Preservation. The agreement satisfies requirements of Section 106 of the National Historic Preservation Act of 1966. An installation can execute a programmatic agreement with the State Historic Preservation Office, Council, and other parties under which the installation's historic preservation plan substitutes for the standard review, determination of eligibility, consultation, and agreement processes.

Real Property—Lands, buildings, structures, utilities systems, improvements, and appurtenances, including integral equipment such as heating systems, but not including movable equipment.

Reburial—Reinterring human remains exhumed by erosion, construction disturbance, vandalism, or scientific excavations.

Repatriation—Returning sacred materials and objects of cultural patrimony to the appropriate Native American group, usually the original culture.

Responsible Official—The Air Force official with command authority who authorizes a project or action and makes sure that it complies with applicable laws and directives.

Rock Art—Schematic or representational art painted, drawn, incised, or pecked onto a rock surface such as a boulder or cliff.

Section 106 Consultation—A compliance procedure through which an agency requests the comments of the Advisory Council on Historic Preservation when an undertaking may affect a property in or eligible for the National Register.

Sensitive Site—A location associated with the traditional beliefs of a Native American group, including current and historical ceremonial sites.

Significance—Attributes or characteristics of a property that qualify it for the National Register.

Significant—Characteristics that make a property eligible for listing in the National Register.

State Historic Preservation Officer (SHPO)—The official who administers the National Historic Preservation Act in a state or jurisdiction. Appointed by the governor pursuant to 16 U.S.C. 470a(b)(1).

Traditional Leader—Recognized leader of a Native American group whose leadership status derives from a knowledge of traditional cultural beliefs and practices. A traditional leader is someone who fits the definition of "other designated official" per AFD 32-70.

Tribe—Native American cultural groups that the Federal government recognizes as sovereign nations and who enter into intergovernmental trust relationships with the United States. "Tribe" includes Native American cultural groupings that Federal law does not recognize.

Undertaking—Any project, activity, or program funded in whole or in part by a Federal agency.

Attachment 2

GUIDELINES FOR CONSULTATION WITH NATIVE AMERICANS IN THE CONTEXT OF PROGRAM PLANNING AND IMPACT ASSESSMENT

A2.1. General Information:

A2.1.1. The American Indian Religious Freedom Act (AIRFA) (42 U.S.C. 996) requires that the Air Force recognize the rights of Native Americans to:

- Access their religious sites and objects on lands under Air Force control.
- Practice traditional religious activities within the limitations of the military mission.

A2.1.1.1. The Air Force attempts to identify sites and areas of concern to Native Americans during the earliest stages of project planning to avoid affecting sensitive sites and traditional practices.

A2.1.2. Sites of religious or cultural importance to Native Americans include:

- Mountain peaks.
- Springs.
- Prehistoric archeological sites and artifacts.
- Native plant gathering areas.
- Sources for materials that Native Americans use to make sacred objects and traditional implements.

A2.1.2.1. While some sites have archeological importance, do not confuse cultural importance with archeological significance. Archeological sites that lack significance under Federal law (36 CFR 60.4) may have cultural significance to Native Americans. Many Native American sensitive sites connect archeological materials together.

A2.1.3. Identify and evaluate sensitive sites by consulting directly with the appropriate Native American groups.

A2.1.3.1. Consultation may satisfy the requirements of American Indian Religious Freedom Act and NEPA at the same time by incorporating these procedures into the Air Force environmental impact analysis process (EIAP) (see AFPD 32-70).

A2.1.4. AFPD 32-70 formally involves Native Americans in project planning. Do not merely notify a tribe that a project will take place.

A2.1.4.1. Planners must:

- Consult with tribes to identify their concerns.
- Cooperate with tribes in managing resources (AFPD 32-70).

A2.1.4.2. AFPD 32-70 outlines the steps for consulting with Native Americans, including:

- Identifying appropriate Native American groups.
- Identifying specific tribal leaders.
- Scheduling.

- Being culturally sensitive during consultations.
- Assessing the potential impact of projects.
- Managing sensitive sites and related information.

A2.1.4.3. The installation commander identifies appropriate Native American groups with assistance from the State Historic Preservation Office and the Archeological Assistance Office of the National Park Service.

A2.1.4.4. AFD 32-70 provides specific examples indicating the range of procedures that might be culturally acceptable in various situations.

A2.2. Nature of Native American Concerns:

A2.2.1. Although the issue of how to handle sacred and sensitive sites usually arises during land use planning, many Native Americans regard this as a religious rights issue.

A2.2.2. Directly consult with Native American groups for effective project planning because:

- Existing ethnographic and ethnohistorical studies are insufficient for assessing project impacts. Even a very complete review of such studies is unlikely to provide much information on sacred or sensitive areas.
- Native American religious specialists may be unwilling to discuss specifics with outsiders.

A2.3. Establishing Contact:

A2.3.1. Follow these steps in preparing for consultations:

A2.3.1.1. Identify the groups and individuals you need to contact.

A2.3.1.2. Use ethnographic literature to help identify the tribes traditionally associated with the project area. A succession of groups and multiple tribes may identify with sensitive sites in the same region.

A2.3.1.3. Use background research to enhance the quality of data you obtain during consultation. If you show that you have done some research and ask for information using sensitivity and tact, individuals may be more willing to cooperate.

A2.3.1.4. While you may employ contractors for background research and consultation, base personnel should also establish a working relationship with affected tribes.

A2.3.2. To fully identify sensitive and religious sites, contact:

- More than one group, including tribes that the Federal government recognizes and tribes that are officially unrecognized.
- Tribal governments.
- Traditional leaders.
- Multiple families, clans, or factions within the group.

A2.3.3. Identify appropriate groups and individuals using:

- Individuals who have long-standing personal relationships with the tribe.

- Support groups such as the Native American Rights Fund and American Indians Against Desecration.
- Ethnographic literature.
- Native American directories.
- Anthropologists.
- State Indian affairs offices.

A2.4. Acquiring Data:

A2.4.1. Start consultations during the earliest stages of project planning. If project managers understand Native American concerns early in the process, they can more easily redesign the project to accommodate those concerns.

A2.4.1.1. Planners must allow the tribe ample time to formulate its response.

A2.4.1.2. Find out when tribal events take place. Native American holidays, ceremonies, and festivals may make it difficult to reach key points of contact at certain times of the year.

A2.4.1.3. While research before consultation is time consuming and might affect project scheduling, failing to conduct proper consultations might lead to lawsuits and much longer delays.

A2.4.2. Solicit information about sensitive sites only on a need-to-know basis. Project managers only need to know enough about sacred sites to avoid them.

A2.4.3. Provide tribes with as full and detailed a description as possible of the project, construction, and planned operations.

A2.4.3.1. Renew consultations each time you embark on a project. A tribe may raise concerns about a new project in an area where a previous project took place uneventfully.

A2.4.4. Approach tribal dignitaries using tact, diplomacy, and sensitivity. Appropriate timing, location, relative formality, and appropriate personnel vary among groups.

A2.4.4.1. Consultation formats may include:

- Informal interviews of traditional leaders at their residences.
- Field visits to proposed project areas.
- Formal meetings with a Cultural Committee.
- Public hearings.

A2.4.4.2. Discuss acceptable procedures with tribal points of contact or other individuals who have experience with the tribe.

A2.4.4.3. If you must conduct discussions in a native language, employ an interpreter.

A2.4.5. Be prepared to pay consultants. Payment may take any of these forms, depending on the proprieties in the tribe or group:

- Standard consulting fees for ethnographic interviewing and archeological monitoring.
- Fees based on the amount of work involved or the client's perceived ability to pay.
- Gifts to religious specialists.

- No payment.

A2.4.6. The American Anthropological Association sets standards of professional responsibility for using sensitive information.

A2.4.6.1. Use any data you obtain only with the informed consent of the Native American consultant.

A2.4.6.2. Treat all documentation from field investigations or interviews as sensitive.

A2.4.6.3. Keep confidential all information on the location and nature of sacred sites. Do not release information without specific approval from Native American consultants.

A2.5. Assessing Impact:

A2.5.1. When analyzing the potential impact of a project, the consulting parties must evaluate:

- The kinds of sites the project will affect.
- The nature of the impact.

A2.5.2. Project managers must describe:

- The specific location of impact areas.
- The duration of the impact.
- The kinds of activities that might occur during construction and operations.
- Temporary and long-term disturbances from Air Force activities.

A2.5.3. Obtain this type of information from Native American consultants:

- The relative sensitivity of various types of sacred sites.
- The distance at which the Air Force must conduct activities to avoid disturbing a sensitive area.
- Whether restoration of a disturbed site is practical or possible.
- If other locations suitable for ceremonial uses exist.

A2.5.4. No standard guidelines exist for evaluating the sensitivity of sacred sites. Sensitive sites receive First Amendment protection. Site evaluation and impact assessment only require that expressions of belief are made in good faith.

A2.5.4.1. If sources disagree, examine the documentary record and interview as wide a range of authorities as possible.

A2.5.5. Nominate appropriate Native American sacred areas for inclusion on the National Register of Historic Places.

A2.5.5.1. Evaluate sites according to National Register of Historic Places eligibility criteria (36 CFR 60.4) using the data you obtain through consultation.

A2.5.5.2. Determine eligibility using the National Park Service's *Guidelines for Evaluating and Documenting Traditional Cultural Properties* (National Register Bulletin 38).

A2.5.5.3. To nominate properties for the National Register of Historic Places, you must identify and record their specific location. Although the National Register of Historic Places keeps such

records confidential, some Native Americans prefer that you not evaluate sacred sites for the National Register of Historic Places.

A2.5.6. The level of sensitivity of sacred sites varies substantially. You can damage sacred and sensitive sites through physical disturbance or by changing the natural environment. The level of concern varies by tribe, site type, and the nature of the impacts.

A2.6. Dealing With Sensitive Sites:

A2.6.1. Avoid sensitive sites and areas whenever possible by redesigning the project. Identify sensitive sites early in project planning to facilitate redesign efforts.

A2.6.2. When archeological surveys uncover sensitive sites:

- Map the site.
- Consult with appropriate Native American groups before collecting and testing excavation finds.
- Mitigate site damage as much as possible. The sections that follow describe some possible mitigation measures.
- Implement mitigation efforts in cooperation with the Native American community.
- Pay mitigation costs from the project budget.

A2.6.3. Using Plantings and Other Environmental Measures:

- Maintain native plants and other aspects of the natural environment.
- Use berms or plant vegetation as screens against visual or audible intrusions to a sacred site.
- Reseed, transplant, or harvest native plants important for Native American ceremonies before starting construction.

A2.6.4. Relocating Sites:

- When appropriate, relocate the sensitive site. Follow Native American instructions to move and reconsecrate shrines as close as possible to their original location.
- Avoid moving rock art and other markers of spiritually significant events. Moving such items may destroy their sacred character.
- See paragraph **A2.7.** for reburial of human remains.

A2.6.5. Archeological excavations occasionally unearth sensitive artifacts at otherwise nonsacred sites. Return sacred artifacts and other culturally important items to the affected tribe in keeping with the intent of the Native American Grave Protection and Repatriation Act.

A2.6.6. Mitigate the effects of projects on sensitive sites by using alternative technologies or construction methods that Native Americans find less objectionable such as those demonstrated by the following examples:

- Among some Northwestern Plains tribes, shot-hole seismic testing near sacred sites shows disrespect by physically disturbing the area, while seismic testing using vibriosis technology is acceptable.
- For Air Force construction in Wyoming, Native American representatives favor trenching equipment that excavates a trench, lays the cable, and replaces the soil in a single operation.

When construction crews use this method, personnel cannot see unanticipated burial. Any human remains that the construction disturbs remain in approximately their original burial location.

A2.6.7. Ask Native Americans to monitor construction activities when conditions warrant. Native American monitors commonly work alongside archeological crews, usually not under the supervision of the field archaeologists.

A2.6.7.1. In monitoring agreements, define procedures to follow should construction personnel encounter human remains or other sensitive sites during construction.

A2.6.7.2. The procedures should:

- Define the authority to delay or redirect construction.
- Provide for prompt evaluation of the find by appropriate traditional leaders.
- Work with county, state, and Federal officials.
- Allow for scientific study.
- Delineate the proper treatment of human remains.

A2.6.8. Minimize interference with Native American access to sacred or sensitive sites.

A2.6.8.1. Allow periodic access to specific sites for ceremonial observances by scheduling operations flexibly.

A2.6.8.2. Facilitate visits for fishing, gathering plants, or collecting beached animals, road kill, and mineral resources.

A2.6.8.3. Do not require an access permit to avoid infringing on religious freedom. ***Note: The Archeological Resource Protection Act and Native American Grave Protection and Repatriation Act require that any person (excluding Federal employees and contractors) who removes archeological material from Federal land must obtain a permit.***

A2.6.8.4. Allow Native Americans to hunt on their traditional hunting grounds to the extent possible according to wildlife management and public safety concerns. You may require a hunting license, but do not restrict native American hunting access to traditional lands any more than non-Indian access to the same areas.

A2.7. Reburying Human Remains:

A2.7.1. Rebury human remains according to the religious beliefs of the appropriate Indian groups.

A2.7.2. Burial refers to a variety of funerary treatments, including:

- Primary interments.
- Secondary or bundle burials.
- Scaffold burials.
- Cremations.

A2.7.3. Do not disturb artifacts found with the human remains. Native Americans normally rebury such artifacts.

A2.7.4. Native American Grave Protection and Repatriation Act specifies that human remains recovered on Federal lands belong to the affected tribe rather than the Federal government.

A2.7.4.1. The Air Force:

- Recognizes Native American rights to make their own reburial arrangements.
- Negotiates with private landowners and state agencies to obtain burial remains encountered during Air Force projects on non-Air Force lands and returns them to the appropriate tribes.

A2.7.4.2. Some skeletal remains and funerary items have scientific or heritage value. Consider these values when deciding on appropriate treatment measures.

A2.7.4.3. Native American Grave Protection and Repatriation Act specifically applies to archeological remains that were removed from a specific burial site affiliated with a particular tribe.

A2.7.4.4. Archeological Resource Protection Act protects archeological materials that are too ancient to identify as ancestors or religious objects of the ancestors of particular Native American tribes.

A2.7.5. Negotiate any decision to scientifically analyze human remains. Use the consultation process described in this attachment.

A2.7.6. Pay reburial costs from project funds. The costs of reburying human remains may include:

- Consulting fees for traditional leaders.
- Field travel and per diem expenses for ceremony participants.
- Payments to field archaeologists to conduct the excavations.
- Costs of maintaining the reburial site.

A2.7.7. State and local authorities normally regulate the burial or reburial of human remains. Although Native American Grave Protection and Repatriation Act dictates that Native Americans may rebury their dead, they must still obtain a proper burial permit from the state or local government.

Note: Remains found on Native American reservations are subject only to tribal law.

A2.8. Disposing of Documentation:

A2.8.1. Native American consultation generates documentation such as archeological reports, ethnographic field notes, interview tapes, and photographs.

A2.8.1.1. Consider all documentary records relating to sacred sites and sensitive areas as Confidential, unless the appropriate Native American representatives determine otherwise.

A2.8.1.2. Involve Native American consultants in determining what kinds of documentation to include in reports or otherwise release to the public.

A2.8.2. Maintain information too sensitive to release to the public but necessary for project planning in a confidential file in the installation or program planning offices.

A2.8.2.1. Allow planners and contractors to access the sensitive information only on a need-to-know basis.

A2.8.2.2. If the original consultation process did not address questions regarding sensitive data, employ Native American consultants to identify their views about the changed conditions.

A2.8.3. Employ Native American consultants to review archeological and ethnographic reports before transmitting the reports to other agencies.

A2.8.3.1. This procedure minimizes the chances of accidentally releasing proprietary information to the public. It allows the consultants to identify offensive aspects of the analyses or data presentations. For example, photographs of human skeletal remains offend many Native Americans and including such photos in an archeological report might be inappropriate.

A2.8.4. Send copies of the results of studies involving consultation with Native Americans to the affected tribes.

A2.8.4.1. Send consultants and tribes copies of the relevant project documentation such as reports of investigations, site forms, and National Register of Historic Places nominations.

A2.8.4.2. If appropriate, present results in a public meeting, audiovisual project document, or as part of an interpretive exhibit.

Attachment 3

PREPARING CULTURAL RESOURCES MANAGEMENT PLANS

A3.1. Executive Summary:

- A3.1.1. Summarize the major points of the plan.
- A3.1.2. Identify future directions for the program.

A3.2. General Information:

A3.2.1. Mission Statement. Briefly describe the installation mission.

A3.2.2. Historical Perspective. Write a short history of the installation, including how it manages historic resources.

A3.2.3. Organizational Listing and Roles. List important base organizations, and discuss their impact on the historic preservation program. For example: base civil engineering does much of the excavation work on installations and may significantly affect archeological resources.

A3.2.4. Goals and Objectives:

- A3.2.4.1. Outline the goals and planning objectives for the installation.
- A3.2.4.2. Give specific management objectives and milestones. For example: Program goals: Complying with cultural resource legislation and properly managing known cultural resources.

A3.2.5. Program Responsibilities:

- A3.2.5.1. Describe specific responsibilities for managing the program. Refer to AFPD 32-70.
- A3.2.5.2. Identify who coordinates and communicates with off-base entities.
- A3.2.5.3. Discuss penalties and possible complications from noncompliance.

A3.3. Cultural Resources Inventory:

A3.3.1. Prehistoric Resources:

A3.3.1.1. Prehistoric Framework:

A3.3.1.1.1. Summarize the known prehistory of the area. The State Historic Preservation Office provides information for this summary.

A3.3.1.1.2. Identify any research questions that the State Historic Preservation Office has developed for the area and include them here or as an attachment.

A3.3.1.1.3. Identify Native American concerns here and in appropriate subsequent sections.

A3.3.1.2. Literature Review:

A3.3.1.2.1. List available literature on the area prehistory and what was reviewed in developing the prehistoric framework.

A3.3.1.2.2. Summarize any past archeological surveys conducted on the installation including the dates of surveys, who conducted them, and the results.

A3.3.1.3. Resource Inventory:

A3.3.1.3.1. Summarize the archeological database in tabular and textual formats.

A3.3.1.3.2. Consult with the State Historic Preservation Office and other agencies to see if they already identified and recorded sites within the installation.

A3.3.1.3.3. Include determinations of eligibility and justifications. Begin this section with a statement on procedures for protecting archeological site locations and the penalties for disturbance.

A3.3.1.3.4. If no installation-wide survey has been conducted, summarize the programming efforts taken to accomplish the survey, including fiscal year of accomplishment, project numbers, cost, and a detailed description of the scope and method of accomplishment.

A3.3.1.4. Areas of Concern:

A3.3.1.4.1. Identify areas of the installation that may provide additional archeological resources.

A3.3.1.4.2. Describe any deficiencies or problems with the known inventory and identify corrective action.

A3.3.1.4.3. Prepare a schedule for surveying lands that contain the most scientifically valuable archeological resources.

A3.3.2. Historic Resources:

A3.3.2.1. Historic Overview:

A3.3.2.1.1. Summarize the history of the area.

A3.3.2.1.2. Identify major construction, architectural styles, and building techniques in use at that time.

A3.3.2.1.3. Check with the State Historic Preservation Office to see if they have developed any historic contexts pertaining to the base or its resources.

A3.3.2.1.4. Include activities such as road construction, campsites training areas, and so on.

A3.3.2.2. Literature Review:

A3.3.2.2.1. List the available literature on the history of the installation, where to get it, and what sources you used to develop the overview.

A3.3.2.2.2. Document any historic resource surveys, including historic archeology, HABS/HAER studies, or historic building inventories.

A3.3.2.2.3. Identify survey dates, who conducted them, and summarize the results.

A3.3.2.3. Resource Inventory:

A3.3.2.3.1. Document the inventory using the same guidelines set in the preceding section.

A3.3.2.3.2. Coordinate your efforts with the State Historic Preservation Office to facilitate this process, justify eligibility, and ensure that the level of documentation supports the determination.

A3.3.2.4. Areas of Concern. Identify all areas of the installation where you may find additional historic resources.

A3.3.3. Mapping:

A3.3.3.1. Maintain current maps showing locations of all cultural resource assets per AFPD 32-70.

A3.3.3.2. Use a scale of 1" = 400' and 1" = 1,000'.

A3.3.3.3. Review and update maps annually.

A3.3.3.4. Digitize maps if possible using a Geographic Information System (GIS) database compatible with the base comprehensive planning system.

A3.3.3.5. Put GIS information identifying archeological sites or other sensitive sites in a restricted access file.

A3.3.3.6. Distribute cultural resource maps only to authorized personnel.

A3.4. Compliance Procedures:

A3.4.1. Issues:

A3.4.1.1. Identify any unique cultural resource issues confronting the installation.

A3.4.1.2. Include Native American concerns.

A3.4.1.3. Identify potential impacts of cultural resource management on other base programs including:

- The Installation Restoration Program (RIP).
- Threatened and endangered species.
- Training operations.

A3.4.1.4. Establish procedures to assure compliance with **Chapter 5** of this instruction.

A3.4.1.5. Identify any potential conflicts that the cultural resource management program may have with mission accomplishment.

A3.4.1.6. Develop procedures to mitigate potential conflicts, comply with cultural resource legislation, and avoid impairing the mission.

A3.4.1.7. Identify Archeological Resource Protection Act violations and any applicable penalties.

A3.4.2. Preservation and Mitigation Strategies:

A3.4.2.1. Archeological Resources:

A3.4.2.1.1. Review the Base Comprehensive Plan and project programming documentation to identify archeological resources that proposed construction, acts of nature, or base operations might threaten.

A3.4.2.1.2. Develop a mitigation plan for threatened sites.

A3.4.2.1.3. Include a plan for handling inadvertent discoveries of archeological resources.

A3.4.2.1.4. Identify approved museum and gallery facilities.

A3.4.2.2. Historic Resources:

A3.4.2.2.1. Identify threatened historic resources and the sources of the threats.

A3.4.2.2.2. Develop a mitigation plan for each threatened site.

A3.4.2.2.3. Identify proposed maintenance, upgrade, or renovation projects.

A3.4.2.2.4. Discuss applying the *Secretary of the Interior's Standards for Historic Preservation Projects*.

A3.4.2.2.5. Fully describe any unique historic resource maintenance requirements and set up standard maintenance procedures to satisfy those requirements in section 4 of the plan.

A3.4.2.3. Other Cultural Resources. Make use of research and consultation with the State Historic Preservation Office and other interested parties to identify obscure cultural landscapes, sacred sites, and other cultural resources.

A3.4.3. Consultation Procedures:

A3.4.3.1. Outline procedures for consulting with State Historic Preservation Office, Advisory Council on Historic Preservation, and interested parties according to **Chapter 5** of AFI 32-7065, *Cultural Resources Management*.

A3.4.3.2. Emphasize the 30-day review periods and make sure to consider these in the contracting process.

A3.4.3.3. Identify the point of contact and necessary documents for each level of review.

A3.4.3.4. Establish internal review procedures to coordinate with State Historic Preservation Office early enough to allow project engineers time to respond to their comments without delaying the project.

A3.5. Standard Operating Procedures. Develop a series of standard operating procedures for routine occurrences at the base or where blanket statements can coordinate then process, such as:

- Repetitive maintenance and repair of historic structures.
- Unexpected discoveries of archeological materials during construction projects.
- Spill response where cultural resources are involved.

A3.5.1. Use your imagination to identify as many standard activities as possible.

A3.6. Attachments:

A3.6.1. Attach any supplemental materials that provide useful references, including:

- Copies of previous programmatic agreements.
- Relevant legislation.
- Relevant guidance.

A3.6.1.1. For installations with World War II wood frame facilities, include an HQ USAF/CE policy letter.

A3.6.1.2. Develop a section for local policy and procedural documents.

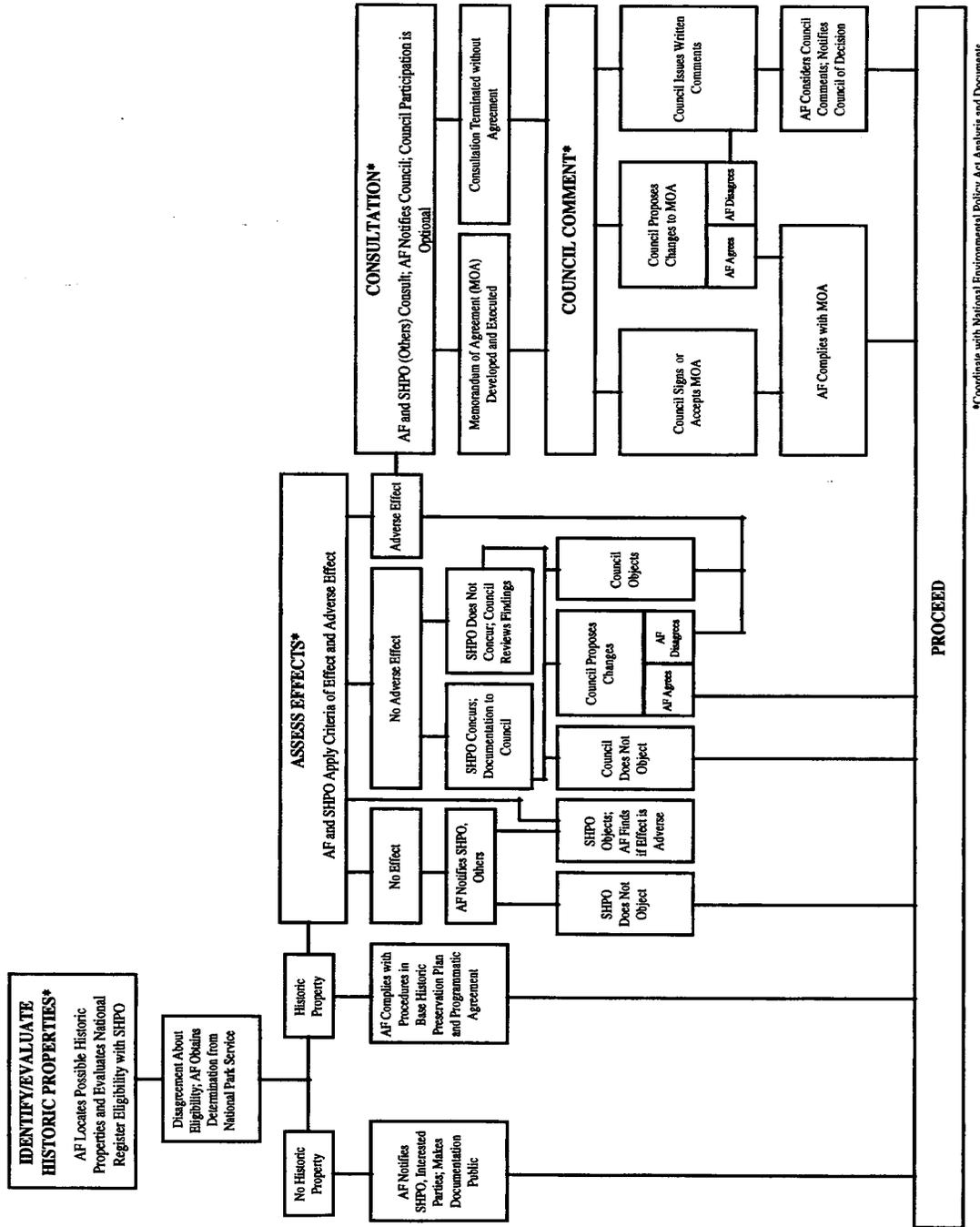
A3.6.2. In a separate volume, compile copies of all archeological and historic site and inventory forms. Archeological site locations are sensitive information. Do not release them to the general public.

A3.6.3. Attach individual site mitigation plans.

Attachment 4

FLOWCHART OF SECTION 106 COMPLIANCE FOR AIR FORCE PROJECTS

Figure A4.1. Flowchart of Section 106 Compliance for Air Force Projects.



*Coordinate with National Environmental Policy Act Analysis and Documents.

Attachment 5

RELATED AUTHORITIES

Abandoned Shipwreck Act. Transfers the titles of abandoned shipwrecks in or eligible for the National Register of Historic Places or in protected coral formations (except wrecks on Federal or Native American lands) to state jurisdiction. The Secretary of the Interior prepares guidelines to assist State and Federal agencies.

American Indian Religious Freedom Act of 1978 (Public Law 95-341; 42 U.S.C. 1996). US policy protecting and preserving the rights of Native Americans to believe, express, and exercise their traditional religions, including American Indian, Eskimo, Aleut, and native Hawaiians. These rights include:

- Accessing sites.
- Using and keeping sacred objects.
- Celebrating traditional rites.
- Consulting tribal leadership concerning tribal human burial sites which agency projects might disturb.

Antiquities Act of 1906 (Public Law 59-209; 16 U.S.C. 431-433). Protects historic and prehistoric ruins and objects of antiquity on Federal lands. Authorizes scientific investigation of antiquities on Federal lands, subject to permits and other regulatory requirements, including paleontological resources.

Archeological and Historic Preservation Act of 1974 (Public Law 93-291; 16 U.S.C. 469-469c). Directs Federal agencies to notify the Secretary of the Interior when they find that any Federal construction project or Federally licensed activity or program may cause irreparable loss or destruction of significant scientific, prehistoric, historical, or archeological data. Also funds historical and archeological protection in such projects.

Archeological Resources Protection Act of 1979 (Public Law 96-95; 16 U.S.C. 470aa-11). Prohibits the removal, sale, receipt, and interstate transportation of archeological resources obtained illegally (without permits) from public or Indian lands. Sets substantial criminal and civil penalties and authorizes agency permit procedures for investigations of archeological resources on public lands under the agency's control.

Curation of Federally Owned and Administered Archeological Collection (36 CFR 79). Establishes definitions, standards, procedures, and guidelines to be followed by Federal agencies to preserve collections of prehistoric and historic material remains, and associated records, that are recovered in conjunction with Federal projects and programs under certain Federal statutes. Sets standards for the proper maintenance and preservation of Federally-owned and administered collections of prehistoric and historic material remains and records.

Defense Appropriations Act. Establishes the Legacy Program within Department of Defense. Projects that qualify for the Legacy Program emphasize:

- Proactive stewardship demonstrating the compatibility of the Defense mission with sound cultural resources management.
- Leadership for projects with the Department of Defense- or government-wide implementation.
- Cooperative efforts with other services, Federal and State agencies, volunteer organizations, or private nonprofit organizations.

Executive Order 11593, Protection and Enhancement of the Cultural Environment, May 13, 1971. (Reprinted as a note at 16 U.S.C. 470):

- Directs Federal agencies to provide leadership in preserving, restoring, and maintaining the historic and cultural environment of the nation.
- Ensures preserving, identifying, and nominating cultural resources for the National Register.
- Protects cultural resources from accidental damage, destruction, or transfer before completing National Register inventories and evaluation.

Federal Records Act of 1950. (64 STAT. 583; 44 U.S.C 21). Directs the Administrator of National Archives to regulate the transfer of records from the custody of one executive agency to another. The Administrator:

- Authorizes Federal agencies to retain records beyond congressional-approved disposal schedules.
- Withdraws disposal authorizations covering records listed in congressional disposal schedules.

Historic Sites Act of 1935 (Public Law 72-292; 16 U.S.C. 461-467):

- Authorizes designation of national historic sites and landmarks and interagency efforts to preserve historic resources.
- Establishes a maximum fine of \$500 for violations of the Act.

National Historic Preservation Act of 1966, as amended (Public Law 89-665; 16 U.S.C. 470-470w-6):

- Establishes historic preservation as a national policy.
- Protects, rehabilitates, restores, and reconstructs districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, or engineering.
- Expands the National Register of Historic Places to include resources of state and local significance.
- Establishes the Advisory Council on Historic Preservation on Historic Preservation.
- The Amendments of 1980, directs the Secretary of the Interior to establish guidelines for:
 - Protecting nationally-significant properties.
 - Preserving and displaying artifacts.
 - Documenting historic properties.
 - Preserving Federally-owned historic sites.
 - Assigning a FPO in each Federal agency.
 - Authorizing the inclusion of historic preservation costs in project planning costs.
 - Withholding sensitive data on historic properties.
- The Amendments of 1992, directs the Secretary of Interior to:
 - Review and evaluate state programs and threats to listed and eligible properties at least once every 4 years.
 - Establish a program to assist Native American tribes in historic preservation.
 - Administer a matching grants program for states.
 - Develop and implement a preservation education and training program.

- Require each Federal agency to establish a preservation program to identify, evaluate, and nominate resources to the National Register of Historic Places.
- Protect historic properties.
- Section 106 provides sets guidelines for Federal agencies whose undertakings might affect properties listed or eligible for listing in the National Register. Regulations issued by the Advisory Council on Historic Preservation (36 CFR 800) regulate section 106.
- Section 110 requires Federal agencies to locate, inventory, and nominate all properties that may qualify for the National Register.

National Environmental Policy Act (NEPA) of 1969 (Public Law 91-190; 42 U.S.C. 4321-4347). Sets Federal policy to preserve important historic, cultural, and cultural aspects of our national heritage and requires consideration of environmental concerns during project planning and execution. The Council on Environmental Quality (40 CFR Parts 1500-08) regulates the policy (see AFD 32-70). The Council encourages combining NEPA documents and procedures with other necessary agency documentation (40 CFR Section 1506.4).

Native American Graves Protection and Repatriation Act of 1990 (Public Law 101-601; 25 U.S.C. 3001-3013). Prohibits the intentional removal of Native American cultural items from Federal or tribal lands except under an Archeological Resource Protection Act permit and in consultation with the appropriate Native American groups. Requires returning burial remains, associated funerary objects, and objects of cultural patrimony to the appropriate Indian or Native Hawaiian organizations and tribes. Establishes Native American ownership of human remains and associated funerary objects discovered on Federal lands.

Public Buildings Cooperative Use Act of 1976 (Public Law 94-541; 40 U.S.C. 490 601a, 606, 611, and 612a). Encourages adaptive reuse of historic buildings as administrative facilities for Federal agencies or activities.

Additional Related Authorities:

Archeology and Historic Preservation; Secretary of the Interior's Standards and Guidelines, Federal Register, Vol. 48, No. 190, September 29, 1983, pp. 44716-44740

Archeological Resources Protection Act of 1979; Uniform Regulations, 32 CFR 229

Department of Defense Directive 4710.1, *Archeological and Historic Resource Management*, June 21, 1984

Determinations of Eligibility for Inclusion in the National Register of Historic Places, 36 CFR 63

Guidelines for Exemptions Under Section 214 of the National Historic Preservation Act, Federal Register, Vol. 47, No. 201, October 18, 1982

Historic Preservation Certifications Pursuant to the Tax Reform Act of 1976, the Revenue Act of 1978, the Tax Treatment Extension Act of 1980, and the Economic Recovery Tax Act of 1981, 36 CFR 67

National Historic Landmarks Program, 36 CFR 65

National Register of Historic Places, 36 CFR 60

Protection of Historic and Cultural Properties, 36 CFR 800

The Secretary of the Interior's Standards for Historic Preservation Projects, 36 CFR 68

The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, Revised 1983

Treatment of Archeological Properties, Advisory Council on Historic Preservation, November 1980

Waiver of Federal Agency Responsibilities Under Section 110 of the National Historic Preservation Act, 36 CFR 78

US Air Force Cultural Resources Management: A Manager's Primer, February 1993

